Overview of Pearson Inform
Version 6.0 – Fall 2012

Pearson Inform is the platform that houses most of our district wide and state level student assessment data.

During the summer of 2012, a new version of Pearson Inform, (Version 6.0) was introduced. This handout has been updated to highlight the changes and benefits of the new version.

Benefits:

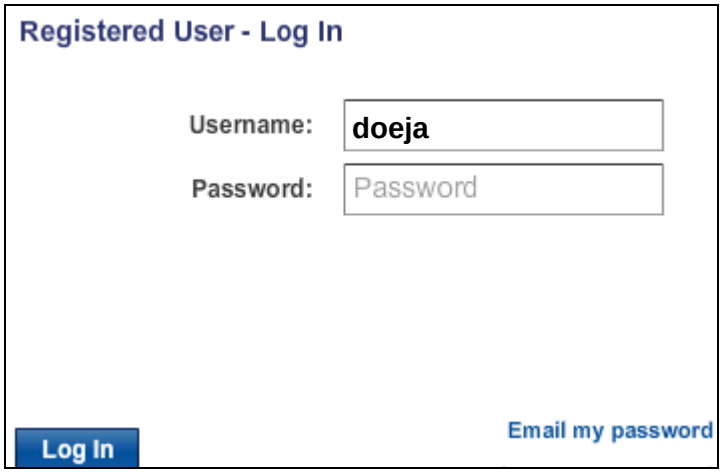
- Access a variety of student information in one location.
- Easy/intuitive to use and available from any Internet accessible computer.
- View data in a variety of meaningful ways:
  - Graphs
  - Tables
  - Excel files
  - View multiple tests side-by-side
- Specify which students to view:
  - Individual students
  - Your students
  - Specific grade level
  - The whole school
  - The whole district
  - Students scoring at certain levels
  - Groups such as Spec. Ed., Title I, ESL, Gifted, genders, etc.
- We can look at student data with remarkable specificity to inform instruction/curriculum.

Some Ideas for Uses:

- Look at specific sub-strands for assessments to find out exactly where students are weak on a particular test in order to target those specific skills.
- View students scoring below a certain level to identify individual students who may need additional assistance.
- Create lists of students by score level to assist with forming pull-out groups such as mini-math, reading circles, etc.
- Print out a student's assessment scores and/or graphs to bring to a team meeting or parent conference.
- See trends in student assessment performance over time to identify overall needs for groups of students.
- Compare multiple assessments covering similar skills (such as reading) to see how students perform on different tests.
- Use as a focus activity for a team meeting or staff meeting to brainstorm about assessment data results.
- Incorporate assessment results in planning for future programming and curriculum revisions.

A) How-To Login:

Go to **http://mansfieldct.org/inform** and login. There also is a link to this web address on each school web page in the FOR STAFF drop down menu.



(It is the same as your school computer username & password.)

Helpful Tips:

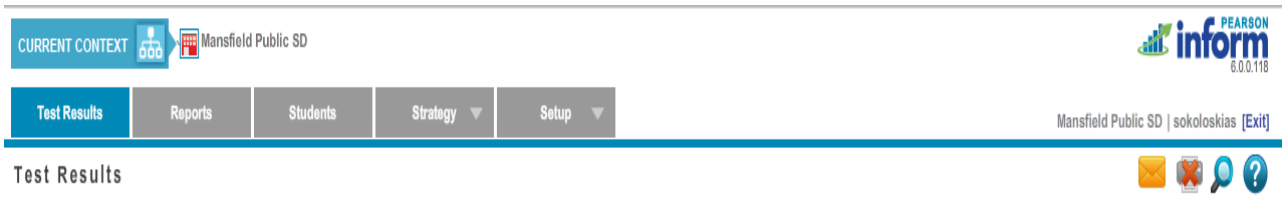
- Make sure **pearsoninform.com** is an exception for your pop-up blocker.
- Try Adobe Reader on your computer to make sure it works.
- Use Internet Explorer or Firefox preferably.
- If you see the warning message below, click the "extend" button.

Due to inactivity, your session will expire in **00:03:43**. To extend your session another 30 minute(s), please press the *Extend* button. **Extend**

- Connect with your colleagues in your building as they may already be familiar with the task that you are looking to complete.
- See your building and district curriculum and subject-area specialists for questions about particular assessments.
- This packet provides step-by-step directions for using common features, but we also have a support e-mail address (inform@mansfieldct.org) if you have further questions. We will also provide ongoing professional development as well.
- This product requires the free Adobe Flash (http://get.adobe.com/flashplayer/) plug-in that is already installed on most computers. Pearson Inform makes use of Flash technology to produce its displays. Devices that do not support Flash, (like the Apple iPad) cannot display Pearson Inform data at this time.
- Do not click the back button on your browser when you use Pearson Inform; just use the menus and links to navigate.

B) The Version 6.0 user interface:

- Perhaps the most notable change in Pearson Inform 6.0 is how the user interface has been reorganized.
- All of the previous functions still exist.
- The evolving use of data has led Pearson to pull the most useful ways at looking at data into “tabs” and to rename some things so that the language is clearer.
- The new user interface looks like this:

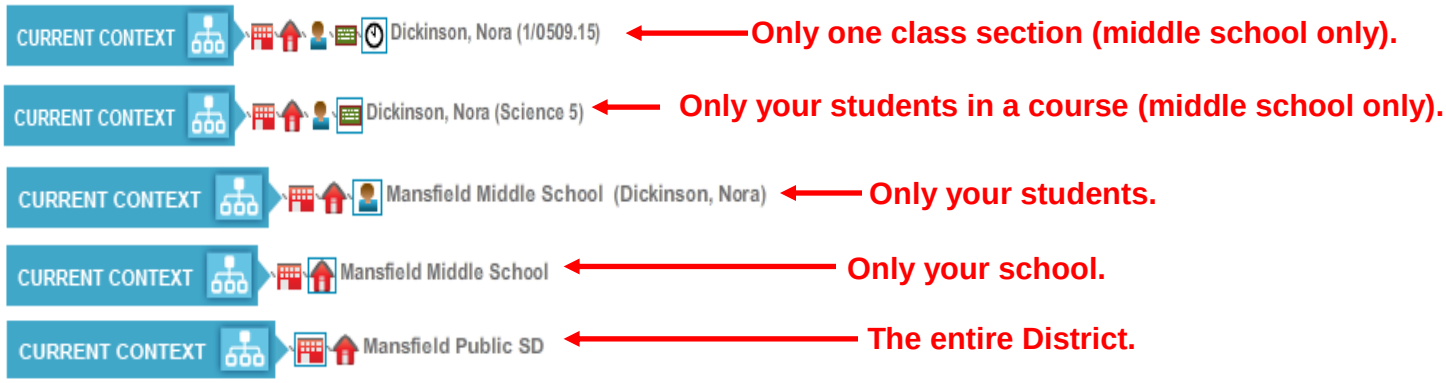


- The CONTEXT NAVIGATOR has been moved to the top of the page.
- The first tab is TEST RESULTS which provides and quick and easy way to access test data. This is the tab most people will use to look at groups of students.
- The second tab is REPORTS which replaces the Primary Dashboard in earlier versions. This tab is for the more complex query options.
- The third tab is STUDENTS which replaces the Student Dashboard. Under this tab, individual data can be viewed, and Academic and Behavior Improvement plans can be entered and Progress Monitoring can be done. .
- The fourth tab is STRATEGY where system or school wide setup can be viewed (or altered by administrative users).
- The SETUP tab is generally not used by teachers.
- The MAGINFYING GLASS (used to look up individual students) remains at the top right.

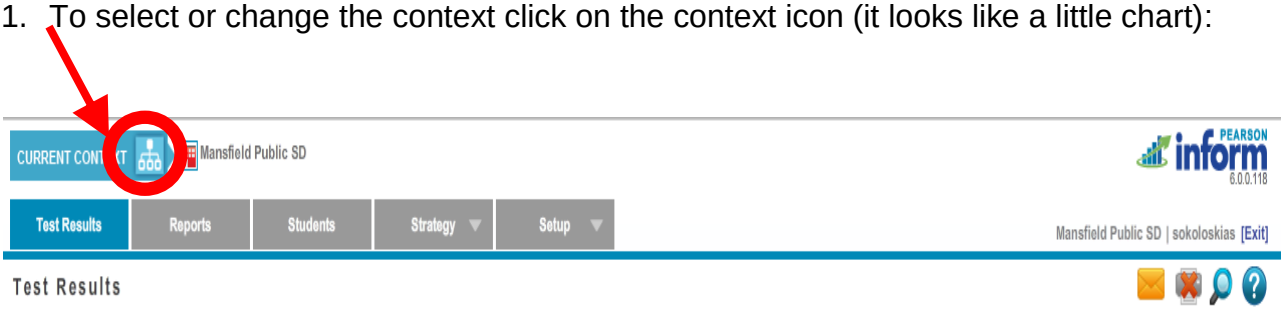
C) The Current Context (Context Navigator):

The data you are looking at under any of the tab sections is governed by the "context". When you select the context you are choosing what student group you are looking at. Choosing the context allows staff to look at data from various levels from district wide to individual classes. In some cases the context a staff member can choose in restricted by the role they have in the school or district.

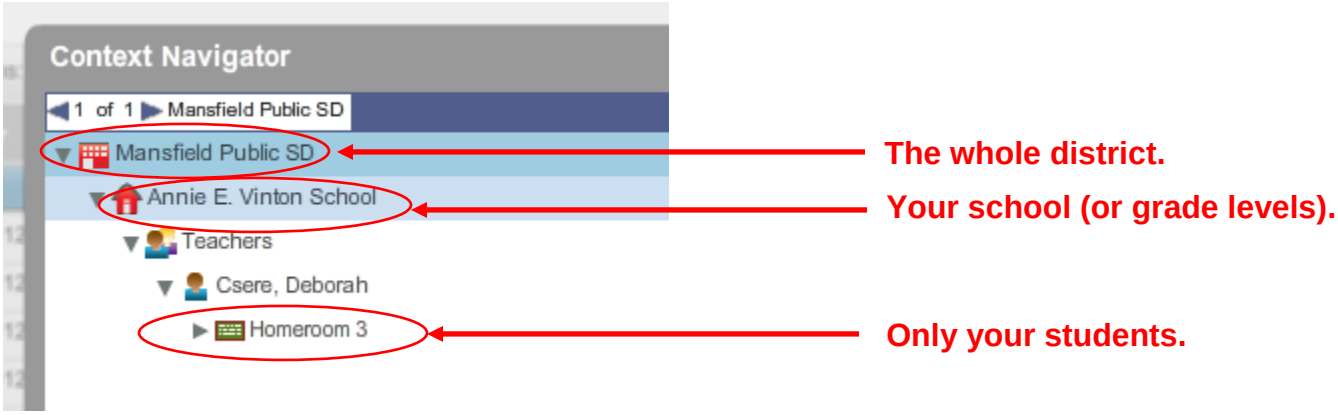
The examples below show how the context changes the student data you will look at. Using a Middle School teacher as an example, possible contexts include:



1. To select or change the context click on the context icon (it looks like a little chart):

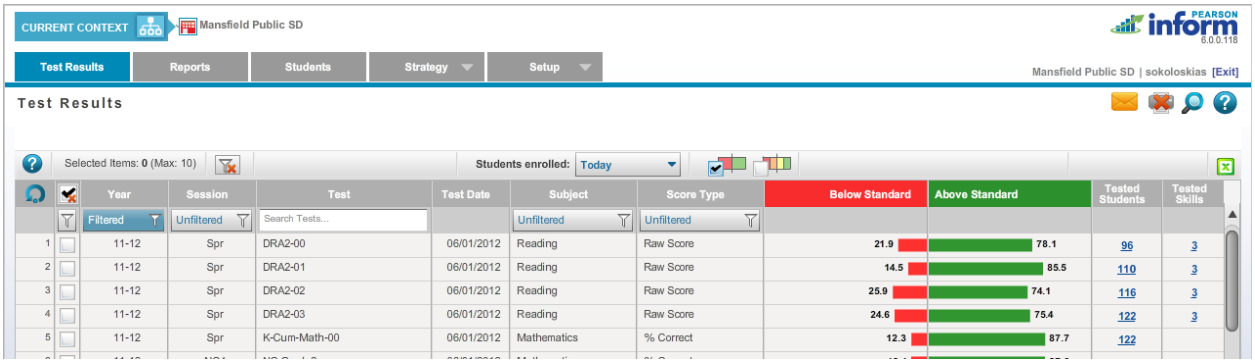


2. Click the gray triangles to expand the choices. To select the desired context remember to **Double-click** on it. The program will reset the context to your choice. To change to a different context just repeat the steps. The example below is PK-4 and MMS staff will have additional context choices for courses and sections of courses.

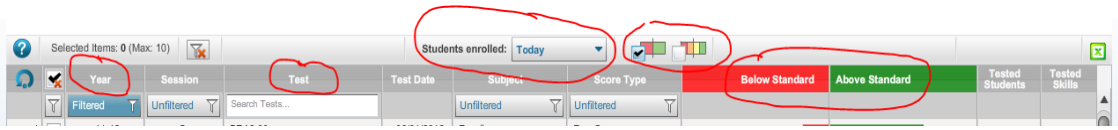


D) Overview of the Test Results Tab

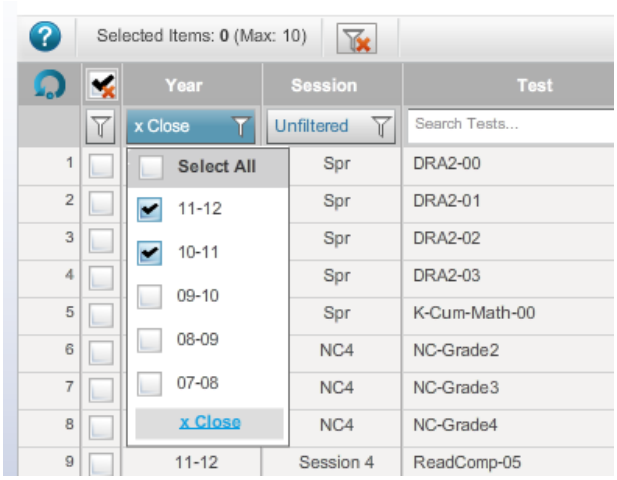
1. The Test Results tab is a new feature that provides very quick access to our district test data. Pearson Inform has moved it to the first position and it is the default view after you login. In the example below you can see that the context is set to the entire district and that with the TEST RESULTS tab selected I can view data for the whole district in table form.



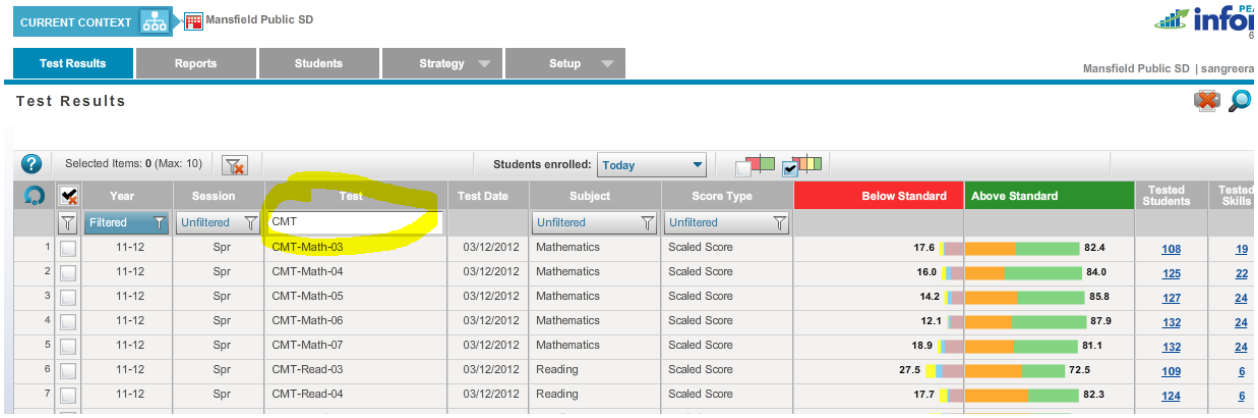
2. The table of data has a row of headers. They are circled. These headers allow the table to be sorted and filtered to select the data you want. This overview is too brief to detail all the possible sorting and filtering combinations. However we will highlight how a few of the more important ones work. With a little practice you will get the knack of manipulating data with the new Test Results feature.



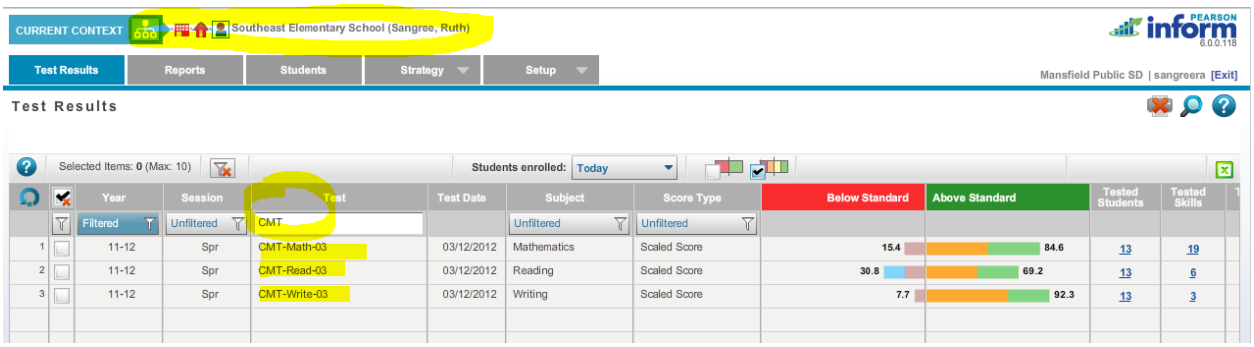
3. Filtering by Year – The default view for Test Results always shows the latest test scores first. The default view in the example #1 above is showing us all of the tests we entered over the 11-12 school year. If we wanted to add tests from the 10-11 school year, we can click on the filter tab under YEAR and choose that year by checking the box. The example below shows how to make that selection.



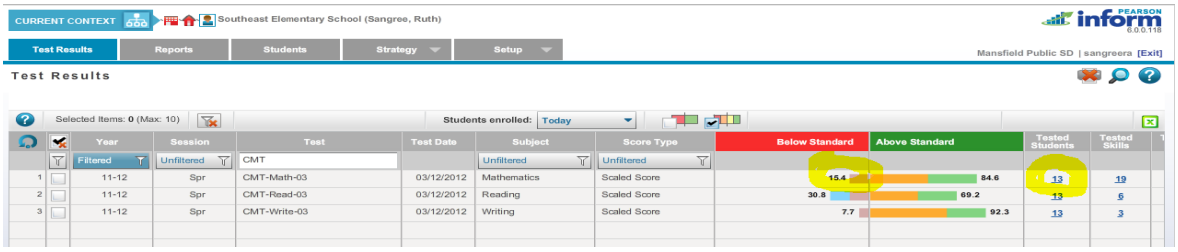
4. Searching For Tests By Name – Under the Test header is a box where you can type in search criteria to show tests by name. If we wanted to pull up the results of last year's CMT testing I could just type in CMT and only the CMT tests for last year would show. If I needed just math I could type CMT-Math and just those tests would show.



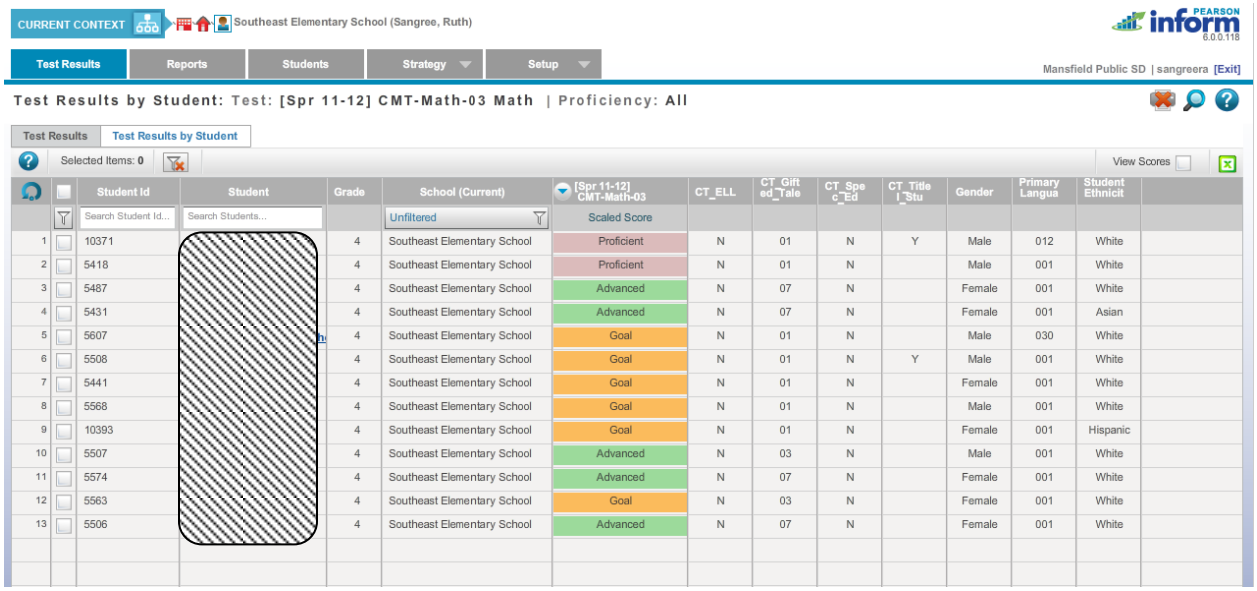
5. Selecting Specific Tests – District wide data is good to know, but if I was a Grade 4 teacher in late August, I'd like to know how the kids coming into my class did on their Grade 3 CMTs. The sorting techniques are the same but here the CONTEXT is used just to get your individual class results. Let's look at Ruth Sangree's incoming Grade 4 class. In the example below the context is set to Ruth, and the search for tests is looking for anything called CMT. When applied, it calls up just the results of the Grade 3 CMT's of last spring for the students who will be in her class for the fall.



6. Drilling Down for Specific Student Data – Staying with Ruth's context and CMT scores for her incoming students, the same drill down techniques to get at individual student data are possible. First we can get some data by just hovering the mouse over the bar graph display. Hovering the mouse will allow a popup box to show, telling us thow many stuents were in that section. In the example below, the 'below standard of 15.4% translates to 2 students. Double clicking here will bring up the scores for just those two students. We can also click on the TESTED STUDENTS number in the next column to call up the results of all the students who took the test.

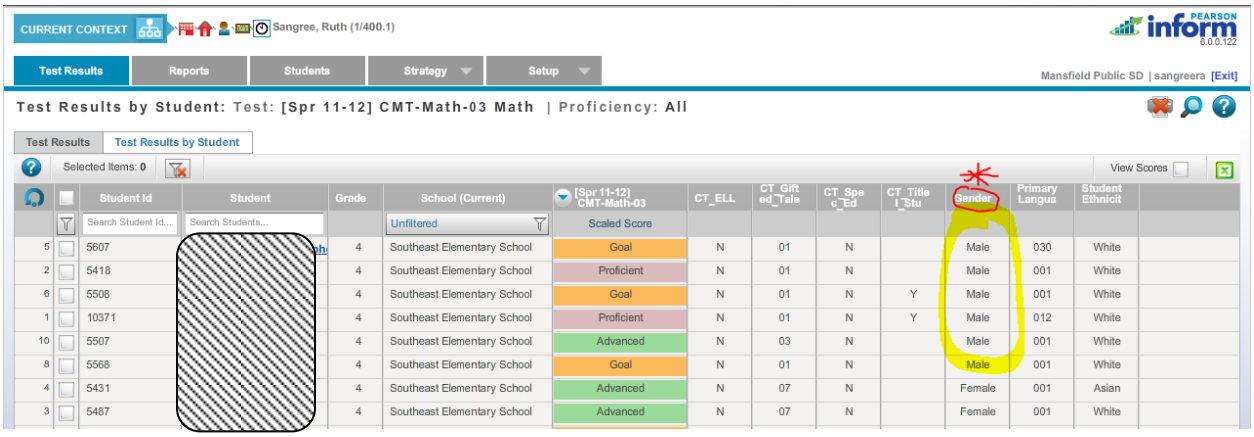


After clicking the Tested Students a list of students by name (covered here for privacy). It is showing individual student data by adding a sub menu on the top left called Test Results by Student. (On your computer the actual student names under our privacy cover can be clicked on and you can drill down to individual data for that student). The Tested Results by Students display looks like this:



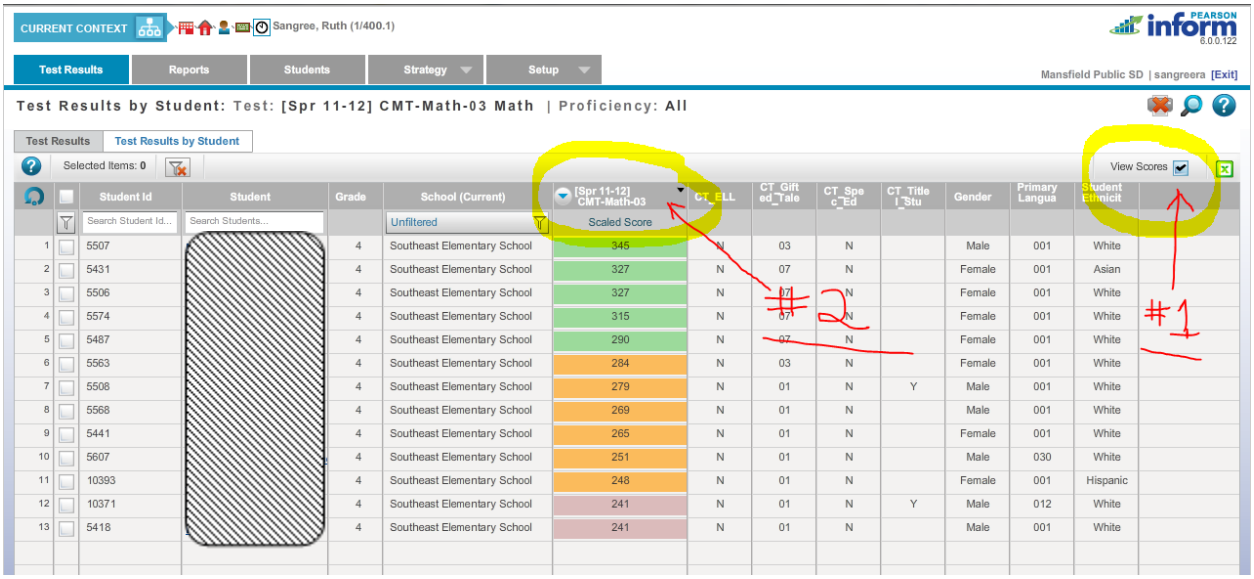
	Student Id	Student	Grade	School (Current)	[Spr 11-12] CMT-Math-03	CT_ELL	CT_Gifted_Tale	CT_Spec_Ed	CT_Title_I_Stu	Gender	Primary Langua	Student Ethnicit
	Search Student Id...	Search Students...		Unfiltered	Scaled Score							
1	10371		4	Southeast Elementary School	Proficient	N	01	N	Y	Male	012	White
2	5418		4	Southeast Elementary School	Proficient	N	01	N		Male	001	White
3	5487		4	Southeast Elementary School	Advanced	N	07	N		Female	001	White
4	5431		4	Southeast Elementary School	Advanced	N	07	N		Female	001	Asian
5	5607		4	Southeast Elementary School	Goal	N	01	N		Male	030	White
6	5508		4	Southeast Elementary School	Goal	N	01	N	Y	Male	001	White
7	5441		4	Southeast Elementary School	Goal	N	01	N		Female	001	White
8	5568		4	Southeast Elementary School	Goal	N	01	N		Male	001	White
9	10393		4	Southeast Elementary School	Goal	N	01	N		Female	001	Hispanic
10	5507		4	Southeast Elementary School	Advanced	N	03	N		Male	001	White
11	5574		4	Southeast Elementary School	Advanced	N	07	N		Female	001	White
12	5563		4	Southeast Elementary School	Goal	N	03	N		Female	001	White
13	5506		4	Southeast Elementary School	Advanced	N	07	N		Female	001	White

7. Sorting The Columns – It is easy to sort the data in the table by clicking on the titles in the column header. The example below has taken the data in the table above and by clicking on the GENDER title the table has sorted itself into male/female. All of the column headers provide sorting and this can be very useful for finding ELL, Gifted, and Special Needs students.



	Student Id	Student	Grade	School (Current)	[Spr 11-12] CMT-Math-03	CT_ELL	CT_Gifted_Tale	CT_Spec_Ed	CT_Title_I_Stu	Gender	Primary Langua	Student Ethnicit
	Search Student Id...	Search Students...		Unfiltered	Scaled Score							
5	5607		4	Southeast Elementary School	Goal	N	01	N		Male	030	White
2	5418		4	Southeast Elementary School	Proficient	N	01	N		Male	001	White
6	5508		4	Southeast Elementary School	Goal	N	01	N	Y	Male	001	White
1	10371		4	Southeast Elementary School	Proficient	N	01	N	Y	Male	012	White
10	5507		4	Southeast Elementary School	Advanced	N	03	N		Male	001	White
8	5568		4	Southeast Elementary School	Goal	N	01	N		Male	001	White
4	5431		4	Southeast Elementary School	Advanced	N	07	N		Female	001	Asian
3	5487		4	Southeast Elementary School	Advanced	N	07	N		Female	001	White

8. Sorting by the Scaled Score Column - There is one special column that takes two steps to sort. To sort this column we need to show the actual scores first. This is done by checking the VIEW SCORES box in the top right, and then clicking on the column header for Scaled Scores to sort high to low or low to high. And again while we have individual student names covered for privacy You can click on the individual student to drill down for more information on that child. In that case you are taken to the STUDENTS tab display.

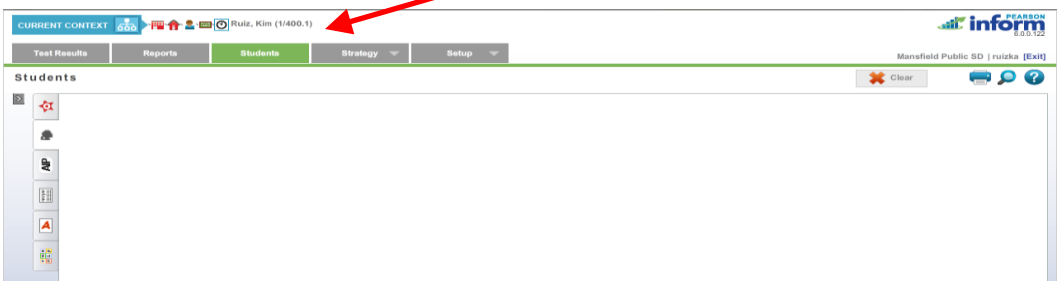


9. Final Notes – These are just some brief simple examples of how the new TEST RESULTS section can be used. By combining the context level, the test data you want to look at and various column sorts it can become a powerful tool to quickly sort through data for your class, your school and the district. It does take a little practice to get the hang of how to display data in meaningful ways, but the good news is that it is generally logical, and just a matter of a couple of mouse clicks . You can't break anything and if you don't get it correct the first time it is an easy matter to try again. Lastly there is the ability to export data to an Excel spreadsheet by clicking on the small icon in the top right corner. It is recommended that you choose to save the file to your computer and then open it.

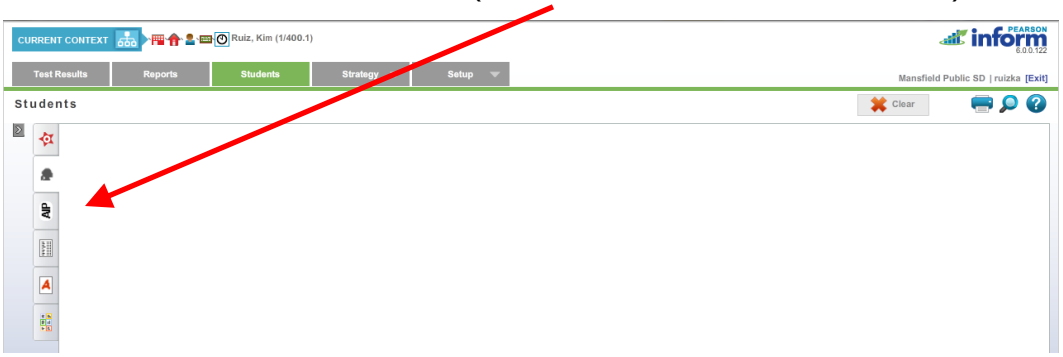
E) Overview of the Student Tab - Viewing Assessment Data for an Individual Student

The STUDENT tab takes the place of the 'Student Dashboard" in previous versions of Inform.

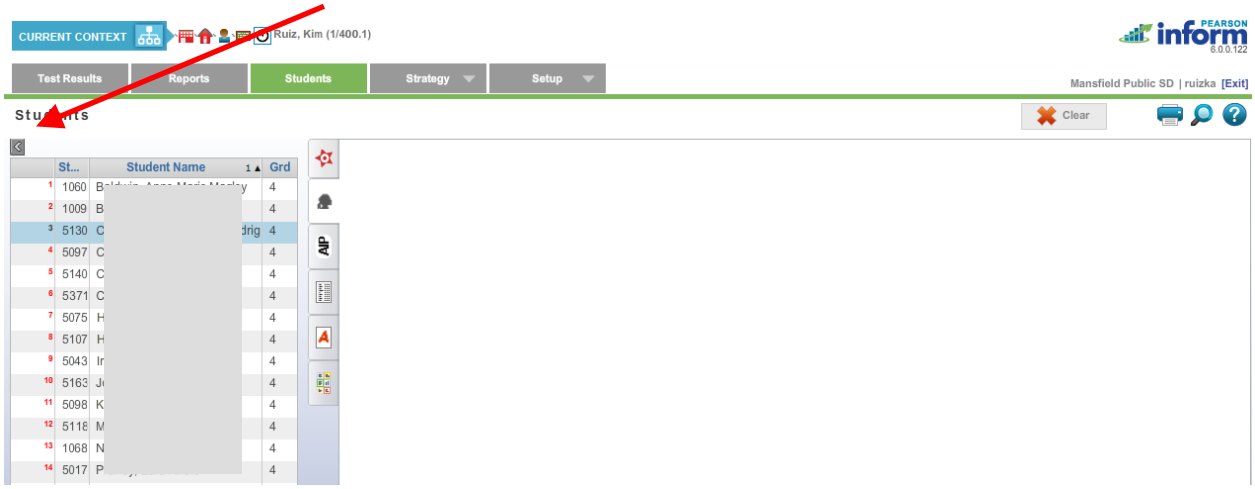
1. Click on the third tab, STUDENTS - it will turn green.



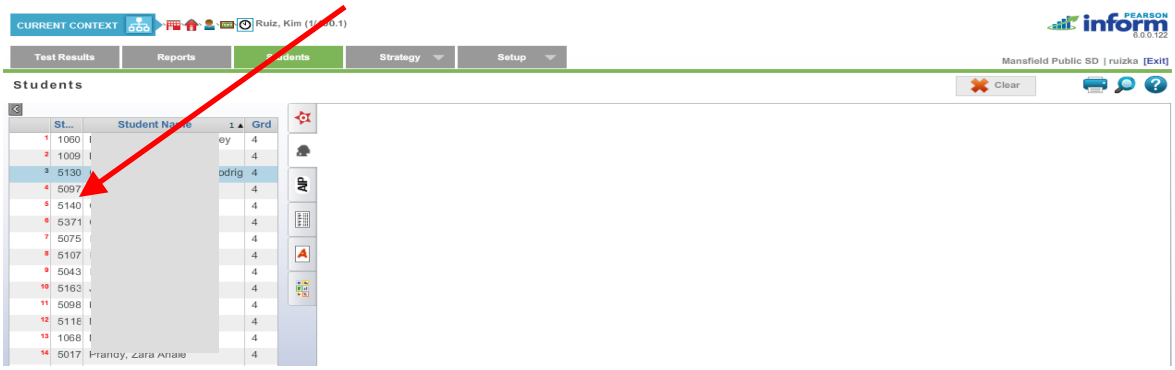
2. Click on the button shown below (Student Assessment Profile View):



3. Click on the expand icon to see a list of your students (covered here in gray for privacy):

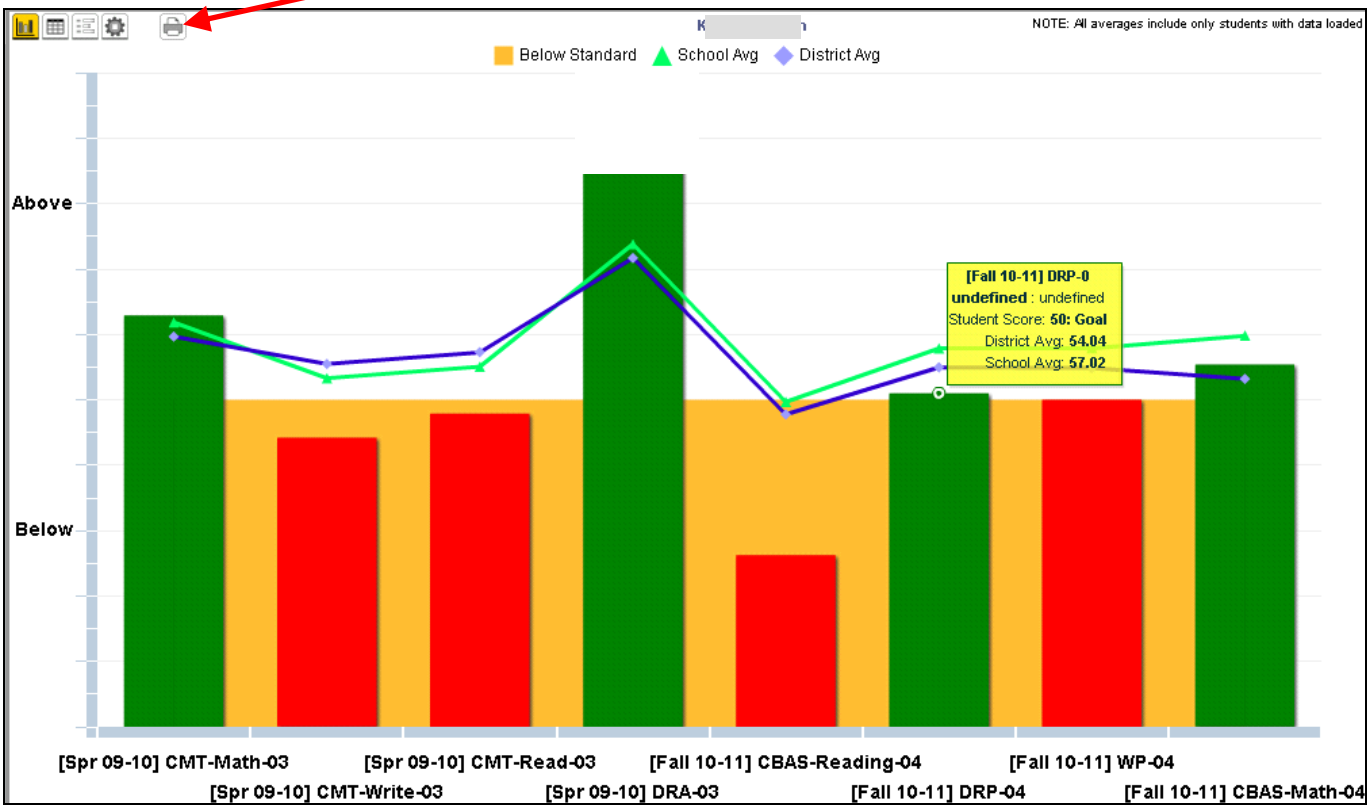


4. Click on a student's name to see her/his assessment data.



Click on the icon on the far left of your screen for max space after clicking a student.

5. Below is a sample student's data.
   - The orange-yellow background color shows the below standard score area.
   - Green bars represent above standard scores.
   - Red bars represent below standard scores.
   - The line graph shows the school's average and the district's average.
   - Place your mouse over a bar and a yellow box appears with numeric data.
   - Click on the table icon to view all of the data as a table of numbers.
   - Click on the printer icon to save as a pdf and/or print onto paper.



Below is the result when you click on the "table" icon:

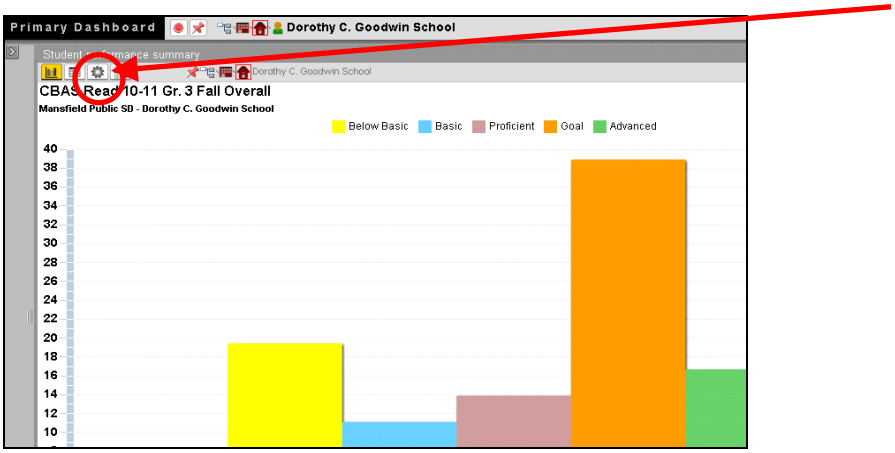
	Assessment	Session	Year	Student S...	School Av...	District A...	Proficiency	Gr...	School
1	CMT-Math-03	Spr	09-10	282	278.63	271.76	Goal	3	Dorothy C. Goodwin School
2	CMT-Write-03	Spr	09-10	227	249.72	256.6	Proficient	3	Dorothy C. Goodwin School
3	CMT-Read-03	Spr	09-10	230	247.02	252.75	Proficient	3	Dorothy C. Goodwin School
4	DRA-03	Spr	09-10	40	36.86	36.59	Mastered	4	Dorothy C. Goodwin School
5	CBAS-Reading-04	Fall	10-11	55.56	78.69	76.81	Below Basic	4	Dorothy C. Goodwin School
6	DRP-04	Fall	10-11	50	57.02	54.04	Goal	4	Dorothy C. Goodwin School
7	WP-04	Fall	10-11	7	7.78	7.48	Not Mastered	4	Dorothy C. Goodwin School
8	CBAS-Math-04	Fall	10-11	81.25	83.12	80.34	Goal	4	Dorothy C. Goodwin School

6. You can manually search for any student in your school by clicking on the icon in the upper right of your screen.

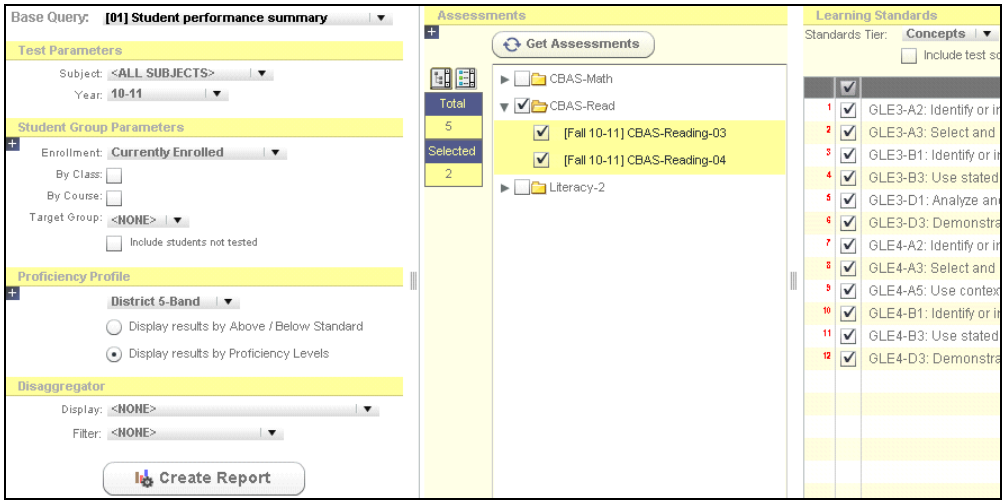
Advanced Options

These definitely take some practice to get used to; we'll be offering further professional development on these. The best way to start is simply to look at the graphs already available to you and see what advanced options they included.

1. When viewing any graph or table, click on the Query Control icon (looks like gears):



2. Use the options below to change the graph. When done, click on "**Create Report**". If you make invalid choices, it won't display.
   - **Base Query**: Different types of graphs. Not all graphs will work for our District.
   - **Subject**: Choose "All Subjects" so you can manually pick assessment(s).
   - **Year**: Choose "All Years" so you can manually pick assessment(s).
   - **Proficiency Profile**: Above / below standard or by levels (this takes some practice because only certain tests allow certain options).
   - **Assessments**: Click "Get Assessments" button to see available assessments given the above limiting choices. Put a check next to the one(s) you want.
   - **Concepts**: If an assessment has sub-scores, you can specify them here. ***This is especially helpful to only view a few sub-scores to make for a cleaner graph*.**
   - **Disaggregator**: Title I, Special Education, Gifted & Talented, ELL, genders, ethnicities, and primary languages.


Base Query: [01] Student performance summary
Test Parameters
Subject: <ALL SUBJECTS>
Year: 10-11
Student Group Parameters
Enrollment: Currently Enrolled
By Class:
By Course:
Target Group: <NONE>
Include students not tested
Proficiency Profile
District 5-Band
Display results by Above / Below Standard
Display results by Proficiency Levels
Disaggregator
Display: <NONE>
Filter: <NONE>
Create Report
Assessments
Get Assessments
Total
5
Selected
2
CBAS-Math
CBAS-Read
[Fall 10-11] CBAS-Reading-03
[Fall 10-11] CBAS-Reading-04
Literacy-2
Learning Standards
Standards Tier: Concepts
Include test sc
GLE3-A2: Identify or ir
GLE3-A3: Select and
GLE3-B1: Identify or ir
GLE3-B3: Use stated
GLE3-D1: Analyze an
GLE3-D3: Demonstra
GLE4-A2: Identify or ir
GLE4-A3: Select and
GLE4-A5: Use contex
GLE4-B1: Identify or ir
GLE4-B3: Use stated
GLE4-D3: Demonstra